



June 30, 2005

**National Crime Information Center (NCIC)
TECHNICAL AND OPERATIONAL UPDATE (TOU) 05-2**

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SECTION 1 -- MESSAGE TO CJIS SYSTEMS OFFICERS

Section 2.1 of this TOU contains information on changes to the validation process.

Section 2.2 provides a change to the Supervised Release File from TOU 04-2.

Section 2.3 provides a change to the DLC Field in the Missing Person File.

Section 2.4 contains information on how the NCIC System will translate the OOC Field.

Section 2.5 provides changes to the on-line validation notification messages.

Section 2.6 contains a modification of the SDT Field edits in the Securities File to allow for newly circulated Federal Reserve Notes.

Section 2.7 provides a modification of the SER Field in the Article File.

Section 2.8 provides the addition of a MIS Field in the Image File.

Section 2.9 contains modifications to the Identity Theft File.

Section 2.10 includes edits to the validation layouts.

Section 3 contains updates to the *NCIC 2000 Code Manual* (December 2000).

* * * * *

Users are reminded that any questions concerning the *NCIC 2000 Operating Manual*, *NCIC 2000 Code Manual*, or the distribution of TOUs should be directed to the Communications Unit at (304) 625-4995.

TOUs are also available via the Internet on the Law Enforcement OnLine (LEO) at www.leo.gov/lesig/cjis/cjis_pub/programs/ncictous.html. Users with questions concerning access to the LEO should contact the LEO Program Office at (202) 324-8833.

* * * * *

SECTION 2 -- SYSTEM CHANGES

2.1 CHANGES TO THE VALIDATION PROCESS

AFFECTED BY CHANGE:

Introduction
Boat File
Gun File
Identity Theft File
License Plate File
Missing Person File
Originating Agency Identifier File
Protection Order File
Securities File
Convicted Sexual Offender
Registry File
Supervised Release File
Unidentified Person File
Vehicle File
Vehicle/Boat Part File
Violent Gang and Terrorist
Organization File
Wanted Person File

EFFECTIVE DATE:

Immediately

Background

At its December 2002 meeting, the CJIS Advisory Policy Board approved the following: 1) to allow the CJIS Systems Agencies (CSAs) to determine the specific data to be included in the Name of Validator (VLN) Field, 2) to discontinue use of the *Receipt of Validation Material Acknowledgment* letter, and 3) to allow CSAs to certify completed validation via The International Justice and Public Safety Information Sharing Network (NLETS) message.

Additions to the *NCIC 2000 Operating Manual* (December 1999) are indicated by **highlighting**, and deletions are indicated by ~~strikeout~~.

INTRODUCTION

SECTION 3.4 -- VALIDATION

3. Validation Schedule

2. The NCIC-2000 System sorts records by CSA. On a monthly basis, the CSAs are advised when a file of records to be validated can be retrieved by way of a \$.B. notification. Upon receiving this notification, the CSA has 30 days to initiate a file transfer before the file will be deleted. Within the file of records to be validated, each record is presented as a \$.C. REQUEST FOR VALIDATION message. ~~The CSA distributes the records to be validated to the ORIs as appropriate.~~ CSAs must certify completed validation to the FBI's CJIS Division prior to the first Sunday of the second month following the date the validation material was made available by the FBI.

5. Validation Acknowledgment, and Certification, and Response

1. CSAs are responsible for verifying the receipt of the monthly validation material. If a CSA does not receive the validation material, the CJIS Systems Officer (CSO) or his/her designee must advise the FBI's Data Integrity staff at (304) 625-3020.
- 1.2. It is the CSA's discretion as to the method for completing validation. Validation certification means that:
 1. The records contained on the validation listing have been reviewed by the originating agencies;
 2. The records which are no longer current have been removed from NCIC-2000 active database and all records remaining in the System are valid and active;
 3. Records contain all available information; and
 4. The information contained in each of the records is accurate.
- 2.3. Certification response conditions:

1. The certification letter-response, whether via the Name of Validator (VLN) Field, paper certification, or The International Justice and Public Safety Information Sharing Network (NLETS) message must be returned to FBI CJIS within 45 days from prior to the first Sunday of the second month following the date that FBI CJIS sent the S.B. notification the validation file was made available by the FBI.

CSAs that choose to certify completed validation via an NLETS message must contact the FBI's Data Integrity staff at (304) 625-3020 prior to implementation. The NLETS message must be transmitted to the FBI at ORI DCFBIWA03 within the designated time frame.
2. If a ~~CTA~~ CSA has not received a certification response from an agency under its service jurisdiction in time to certify to FBI CJIS that all records have been validated, the ~~CTA~~ CSA shall remove from NCIC 2000 all records, except Unidentified Person File records, which are the subject of that agency's validation listing.
3. If a ~~CTA~~ CSA fails to certify any validation listing to the FBI CJIS within the specified time, FBI CJIS shall remove all of that state's/federal agency's invalidated records, except for Unidentified Person File records.

BOAT FILE

SECTION 3.6 -- VALIDATION GUIDELINES FOR NCIC-2000 MODIFICATION

For NCIC-2000 validation, a Name of Validator (VLN) may be added to the Name of Validator (VLN) Field of a boat record to indicate that the record has met the criteria for validation been validated. When data are entered into the VLN Field is entered, the NCIC 2000 System stores the current date in the record as the Date of Last Validation Field of the record. If the user attempts to delete or modify the VLN Field to all blanks, the message will be rejected. The acknowledgment for the modify message containing a VLN Field data will indicate the record has been validated. The VLN can be in any form that will uniquely identify the individual responsible. Each CSA can determine the specific data to be included in the VLN Field for the validation of the record, e.g., name, user ID, employee number, etc. For example:

1N01HEADER.MB.MD1012600.NIC/B000032685.OCA/2501.VLN/JONES, DAVID E

Acknowledgment:

1L01HEADER
MD1012600
VALIDATE NIC/B000032685

GUN FILE

SECTION 3.6 -- VALIDATION GUIDELINES FOR NCIC-2000 MODIFICATION

For NCIC-2000 validation, a Name of Validator (VLN) may be added to the Name of Validator (VLN) Field of a gun record to indicate that the record has met the criteria for validation. When data are entered into the VLN Field is entered, NCIC-2000 stores the current date in the record as the Date of Last Validated Validation (VLD) Field of the record. If the user attempts to delete or modify the VLN Field to all blanks, the message will be rejected. The acknowledgment for the modify message containing a VLN Field data will indicate the record has been validated. The VLN can be in any form that will uniquely identify the individual responsible. Each CSA can determine the specific data to be included in the VLN Field for the validation of the record, for example, name, user ID, employee number, etc. For example:

1N01HEADER.MG.MD1012600.NIC/G123423534.OCA/12324342325.VLN/JONES, DAVID
E

Acknowledgment:

1L01HEADER
MD1012600
VALIDATE NIC/G123423534 OCA/12324342325

IDENTITY THEFT FILE

SECTION 3.5 -- ADDITIONAL GUIDELINES FOR MODIFICATION

4. VALIDATOR DATA

For NCIC validation, a Name of Validator (VLN) Field may be added to the Name

of Validator (VLN) Field of an identity theft record to indicate that the record has met the criteria for validation been validated. When data are entered into the VLN Field is entered, NCIC enters the current date in the record as the Date of Last Validated Validation (VLD) Field of the record. If the user attempts to delete or modify the VLN Field to all blanks, the message will be rejected. The acknowledgment for the modify message containing a VLN Field data will indicate the record has been validated. The VLN can be in any form that will uniquely identify the individual responsible. Each CSA can determine the specific data to be included in the VLN Field for the validation of the record, e.g., name, user ID, employee number, etc. For example:

```
1N01HEADER.MWID.MD1012600.NAM/SMITH, JOHN J.NIC/J000069216.  
VLN/JONES, DAVID
```

Acknowledgment:

```
1L01HEADER  
MD1012600  
VALIDATE NAM/SMITH, JOHN J NIC/J000069216
```

LICENSE PLATE FILE

SECTION 3.5 -- VALIDATION GUIDELINES FOR NCIC-2000 MODIFICATION

For NCIC-2000 validation, a Name of Validator (VLN) may be added to the Name of Validator (VLN) Field of a license plate record to indicate that the record has met the criteria for validation been validated. When data are entered into the VLN Field is entered, NCIC-2000 stores the current date in the record as the Date of Last Validation (VLD) Field of the record. If the user attempts to delete or modify the VLN Field to all blanks, the message will be rejected. The acknowledgment for the modify message containing VLN Field data will indicate the record has been validated. The VLN can be in any form that will uniquely identify the individual responsible. Each CSA can determine the specific data to be included in the VLN Field for the validation of the record, e.g., name, user ID, employee number, etc. For example:

```
1N01HEADER.ML.MD1012600.NIC/P000002154.OCA/2501.VLN/JONES, DAVID E
```

Acknowledgment:

```
1L01HEADER
```

MD1012600
VALIDATE NIC/P000002154

MISSING PERSON FILE

SECTION 3.6 -- VALIDATION GUIDELINES FOR NCIC-2000 MODIFICATION

For NCIC-2000 validation, a Name of Validator (VLN) Field may be added to the Name of Validator (VLN) Field of a missing person record to indicate that the record has met the criteria for validation been validated. When data are entered into the VLN Field is entered, NCIC-2000 enters the current date in the record as the Date of Last Validation Validated (VLD) Field of the record. If the user attempts to delete or modify the VLN Field to all blanks, the message will be rejected. The acknowledgment for the modification message containing a VLN Field data will indicate the record has been validated. The VLN can be in any form that will uniquely identify the individual responsible. Each CSA can determine the specific data to be included in the VLN Field for the validation of the record, e.g., name, user ID, employee number, etc. For example:

1N01HEADER.MM.MD1012600.NAM/SMITH, JOHN J.NIC/M000069216.
SOC/311009194.VLN/JONES, DAVID E-

Acknowledgment:

1L01HEADER
MD1012600
VALIDATE NAM/SMITH, JOHN J NIC/M000069216

ORIGINATING AGENCY IDENTIFIER (ORI) FILE

SECTION 3.5 -- ADDITIONAL GUIDELINES FOR NCIC-2000 MODIFICATION

2. ~~VALIDATION DATA (VLN)~~ NAME OF VALIDATOR (VLN) FIELD

For NCIC-2000 validation, a Name of Validator (VLN) may be added to the Name of Validator (VLN) Field of an ORI record to indicate that the record has met the criteria for validation been validated. When data are entered into the Name of Validator VLN Field is entered, NCIC 2000 stores the current date in the record as the Date of Last Validation Validated (VLD) Field of the record. If the user attempts to delete or modify the VLN Field to all blanks, the message will be rejected. The acknowledgment

for the modify message containing a VLN Field data will indicate the record has been validated. The VLN can be entered in any form that will uniquely identify the individual responsible. Each CSA can determine the specific data to be included in the VLN Field for the validation of the record, e.g., name, user ID, employee number, etc. For example:

```
1N01HEADER.MO.MD1012600.ORI/MD1012600.VLN/JONES, DAVID E
```

Acknowledgment:

```
1L01HEADER MD1012600 VALIDATE ORI/MD1012600
```

PROTECTION ORDER FILE (POF)

SECTION 3.7 -- VALIDATION GUIDELINES FOR NCIC-2000 MODIFICATION

For NCIC-2000 validation, a Name of Validator (VLN) may be added to the Name of Validator (VLN) Field of a POF record to indicate that the record has met the criteria for validation. When data are entered into the VLN Field is entered, the NCIC 2000 System enters the current date in the record as the Date of Last Validation Validated (VLD) Field of the record. If the user attempts to delete or modify the VLN Field to all blanks, the message will be rejected. The acknowledgment for the modification message containing a VLN Field data will indicate the record has been validated. The VLN can be in any form that will uniquely identify the individual responsible. Each CSA can determine the specific data to be included in the VLN Field for the validation of the record, e.g., name, user ID, employee number, etc. For example:

```
1N01HEADER.MPO.MD1012600.NAM/SMITH, JOHN J.NIC/H123456780.  
VLN/JONES, DAVID E
```

Acknowledgment:

```
1L01HEADER  
MD1012600  
VALIDATE NAM/SMITH, JOHN J NIC/H123456780
```

SECURITIES FILE

SECTION 3.5 -- VALIDATION GUIDELINES FOR NCIC-2000 MODIFICATION

For NCIC-2000 validation, a Name of Validator (VLN) may be added to the Name of Validator (VLN) Field of a securities record to indicate that the record has met the criteria for validation been validated. When data are entered into the VLN Field is entered, NCIC-2000 stores the current date in the record as the Date of Last Validation-Validated (VLD) Field of the record. If the user attempts to delete or modify the VLN Field to all blanks, the message will be rejected. The acknowledgment for the modification message containing a VLN Field data will indicate the record has been validated. The VLN can be in any form that will uniquely identify the individual responsible. Each CSA can determine the specific data to be included in the VLN Field for the validation of the record, e.g., name, user ID, employee number, etc. For example:

```
1N01HEADER.MS.MD1012600.NIC/S1234235344.OCA/12324342325.VLN/JONES, DAVID E
```

Acknowledgment:

```
1L01HEADER
MD1012600
VALIDATE NIC/S1234235344 OCA/12324342325
```

CONVICTED SEXUAL OFFENDER REGISTRY FILE

SECTION 3.6 -- VALIDATION GUIDELINES FOR NCIC-2000 MODIFICATION

For NCIC-2000 validation, a Name of Validator (VLN) Field may be added to the Name of Validator (VLN) Field of a Convicted Sexual Offender Registry File record to indicate that the record has met the criteria for validation been validated. When data are entered into the VLN Field is entered, NCIC 2000 enters the current date in the record as the Date of Last Validation-Validated (VLD) Field of the record. If the user attempts to delete or modify the VLN Field to all blanks, the message will be rejected. The acknowledgment for the modify message containing a VLN Field data will indicate the record has been validated. The VLN can be in any form that will uniquely identify the individual responsible. Each CSA can determine the specific data to be included in the VLN Field for the validation of the record, e.g., name, user ID, employee number, etc. For example:

```
1N01HEADER.MXS.MD1012600.NAM/SMITH, JOHN J.NIC/X000069216.
VLN/JONES, DAVID E
```

Acknowledgment:

```
1L01HEADER
MD1012600
VALIDATE NAM/SMITH, JOHN J NIC/X000069216
```

SUPERVISED RELEASE FILE

SECTION 3.5 -- ADDITIONAL GUIDELINES FOR NCIC MODIFICATION

3. VALIDATION

For NCIC-2000 validation, a Name of Validator (VLN) Field may be added to the Name of Validator (VLN) Field of a Supervised Release File record to indicate that the record has met the criteria for validation. When data are entered into the VLN Field, NCIC stores the current date in the Date of Last Validation (VLD) Field of the record. If the user attempts to delete or modify the VLN Field to all blanks, the message will be rejected. The acknowledgment for the modification message containing a VLN Field data will indicate the record has been validated. The VLN Field can be in any form that will uniquely identify the individual responsible. Each CSA can determine the specific data to be included in the VLN Field for the validation of the record, e.g., name, user ID, employee number, etc. For example:

```
1N01HEADER.MC.MD101260G.NAM/SMITH, JOHN J.NIC/C000069216.
SOC/144557911.VLN/JONES, DAVID E
```

Acknowledgment:

```
1L01HEADER
MD101260G
VALIDATE NAM/SMITH, JOHN NIC/C000069216
```

In the example, the record is modified at the same time it is validated.

UNIDENTIFIED PERSON FILE

SECTION 3.5 -- VALIDATION GUIDELINES FOR NCIC-2000 MODIFICATION

For NCIC-2000 validation, a Name of Validator (VLN) may be added to the Name of

Validator (VLN) Field of an unidentified person record to indicate that the record has met the criteria for validation been validated. When data are entered into the VLN Field is entered, NCIC 2000 enters the current date in the record as the Date of Last Validation (VLD) Field of the record. If the user attempts to delete or modify the VLN Field to all blanks, the message will be rejected. The acknowledgment for the modify message containing a VLN Field data will indicate the record has been validated. The VLN can be in any form that will uniquely identify the individual responsible. Each CSA can determine the specific data to be included in the VLN Field for the validation of the record, e.g., name, user ID, or employee number. For example:

```
1N01HEADER.MU.MD1012600.NIC/U123456789.OCA/ABC32456.
VLN/JONES, DAVID E-
```

Acknowledgment:

```
1L01HEADER
MD1012600
VALIDATE NIC/U123456789 OCA/ABC32456
```

VEHICLE FILE

SECTION 3.5 -- VALIDATION GUIDELINES FOR NCIC 2000 MODIFICATION

For NCIC 2000 validation, a Name of Validator (VLN) may be added to the Name of Validator (VLN) Field of a vehicle record to indicate that the record has met the criteria for validation been validated. When data are entered into the VLN Field is entered, NCIC 2000 stores the current date in the record as the Date of Last Validated Validation (VLD) Field of the record. If the user attempts to delete or modify the VLN Field to all blanks, the message will be rejected. The acknowledgment for the modify message containing a VLN Field data will indicate the record has been validated. The VLN can be in any form that will uniquely identify the individual responsible. Each CSA can determine the specific data to be included in the VLN Field for the validation of the record, e.g., name, user ID, employee number, etc. For example:

```
1N01HEADER.MV.MD1012600.NIC/V126431001.OCA/2501.MIS/CAR WAS BUILT AS A
KIT.VLN/JONES, DAVID E-
```

Acknowledgment:

```
1L01HEADER
MD1012600
VALIDATE NIC/V126431001
```

VEHICLE/BOAT PART FILE

SECTION 3.5 -- VALIDATION GUIDELINES FOR NCIC-2000 MODIFICATION

For NCIC-2000 validation, a Name of Validator (VLN) may be added to the Name of Validator (VLN) Field of a vehicle/boat part record to indicate that the record has met the criteria for validation been validated. When data are entered into the VLN Field is entered, NCIC 2000 stores the current date in the record as the Date of Last Validation Validated Field of the record. If the user attempts to delete or modify the VLN Field to all blanks, the message will be rejected. The acknowledgment for the modify message containing a VLN Field data will indicate the record has been validated. The VLN can be in any form that will uniquely identify the individual responsible. Each CSA can determine the specific data to be included in the VLN Field for the validation of the record, e.g., name, user ID, employee number, etc. For example:

```
1N01HEADER.MP.MD1012600.NIC/V126431001.OCA/2501.VLN/JONES, DAVID E-
```

Acknowledgment:

```
1L01HEADER
MD1012600
VALIDATE NIC/V126431001
```

VIOLENT GANG AND TERRORIST ORGANIZATION FILE

SECTION 11.6 -- VALIDATION GUIDELINES FOR NCIC-2000 GMC MODIFICATION

For NCIC-2000 validation, a Name of Validator (VLN) may be added to the Name of Validator (VLN) Field of a GMC record to indicate that the record has met the criteria for validation been validated. When data are entered into the VLN Field is entered, NCIC 2000 enters the current date in the record as the Date of Last Validation Validated (VLD) Field of the record. If the user attempts to delete or modify the VLN Field to all blanks, the message will be rejected. The acknowledgment for the modify message containing a VLN Field data will indicate the record has been validated. The VLN can be in any form that will uniquely identify the individual responsible. Each CSA can determine the specific data to be included in the VLN Field for the validation of the record, e.g., name, user ID, employee number, etc. For example:

1N01HEADER.MGM.MD1012600.NAM/SMITH, JOHN J.NIC/T000069216.
SOC/123456789.VLN/JONES, DAVID E

Acknowledgment:

1L01HEADER
MD1012600
VALIDATE NIC/T000069216

WANTED PERSON FILE

SECTION 3.7 -- ADDITIONAL GUIDELINES FOR NCIC-2000 MODIFICATION

2. **NAME OF VALIDATOR (VLN) FIELD DATA**

For NCIC-2000 validation, a Name of Validator (VLN) Field may be added to the Name of Validator (VLN) Field of a wanted person record to indicate that the record has met the criteria for validation been validated. When data are entered into the VLN Field is entered, NCIC 2000 enters the current date in the record as the Date of Last Validation Validated (VLD) Field of the record. If the user attempts to delete or modify the VLN Field to all blanks, the message will be rejected. The acknowledgment for the modify message containing a VLN data will indicate the record has been validated. The VLN can be in any form that will uniquely identify the individual responsible. Each CSA can determine the specific data to be included in the VLN Field for the validation of the record, e.g., name, user ID, employee number, etc. For example:

1N01HEADER.MW.MD1012600.NAM/SMITH, JOHN J.NIC/W000069216.
VLN/JONES, DAVID E

Acknowledgment:

1L01HEADER
MD1012600
VALIDATE NAM/SMITH, JOHN J NIC/W000069216

2.2 CHANGE TO THE SUPERVISED RELEASE FILE FROM TOU 04-2

AFFECTED BY CHANGE:

Supervised Release File

EFFECTIVE DATE:

April 2005

Background

At its June 2002 meeting, the CJIS Advisory Policy Board approved numerous changes to the NCIC Supervised Release File (SRF). TOU 04-2 covered these changes and further advised of the file's name change from the Convicted Person On Supervised Release File. TOU 04-2 provided a replacement to the SRF Chapter for the *NCIC 2000 Operating Manual* (December 1999) as an attachment. This new TOU documents one modification to the chapter provided with TOU 04-2 and discusses the data remediation.

System Change

Modification of the Date of Probation/Parole Expiration (DPE)

1. Data Remediation

One of the NCIC SRF enhancements scheduled for April 2005 would have caused this file's records to purge upon reaching the date in the DPE Field. The NCIC System contained approximately 55,000 SRF records with a DPE prior to April 2005. To prevent all these records from purging instantly on April 1, 2005, the FBI's CJIS Division changed the DPE to October 1, 2005. This notification will allow entering agencies 6 months to update the records appropriately. A list of the records the FBI's CJIS Division will be modifying will be provided to the affected CSOs.

Additions to the *NCIC 2000 Operating Manual* (December 1999) are indicated by highlighting, and deletions are indicated by ~~strikeout~~.

SUPERVISED RELEASE FILE

SECTION 1.6 -- MESSAGE FIELD CODES AND EDITS

DPE	Date of Probation/Parole Expiration	Must be a valid Gregorian date (YYYYMMDD) or NONEXP. The DPE cannot be less than the current date.
-----	-------------------------------------	--

2.3 CHANGE TO THE DATE OF LAST CONTACT (DLC) FIELD IN THE MISSING PERSON FILE

AFFECTED BY CHANGE:	Missing Person File
---------------------	---------------------

EFFECTIVE DATE:	Immediately
-----------------	-------------

Background

An agency recently raised an issue concerning the edit of the DLC Field in the Missing Person File. This edit prevents agencies from entering a DLC greater than 20 years. While researching material for a staff paper on the issue, the FBI's CJIS Division staff discovered that the 20-year edit was dropped in March 2000. Thus, agencies may enter a DLC that is greater than 20 years.

Additions to the *NCIC 2000 Operating Manual* (December 1999) are indicated by highlighting, and deletions are indicated by ~~strikeout~~.

INTRODUCTION

SECTION 1.9 -- MESSAGE FIELD CODES AND EDITS

DLC	Date of Last Contact	Must be a valid Gregorian date (YYYYMMDD). The date of last contact must be greater than or equal to the DOB and cannot be greater than the current date or less than the current date minus 20 years. equal to or less than the current date and equal to or greater than the DOB when the record contains DOB.
-----	----------------------	---

2.4 NCIC TRANSLATION OF THE ORIGINAL OFFENSE CODE (OOC) FIELD

AFFECTED BY CHANGE:

**Wanted Person File
Supervised Release File**

EFFECTIVE DATE:

Summer 2005

Background

According to the *NCIC 2000 Operating Manual* (December 1999), the OOC Field is translated just as the Offense Field is translated currently. However, the FBI's CJIS Division staff discovered that the OOC Field data was not being translated to return the literal text of the offense at output. In the summer of 2005, the CJIS Division is tentatively scheduled to conduct an operational change to translate OOC Field data to literal text in the return of Wanted Person and Supervised Release File hit responses.

System Change

The NCIC System will translate OOC Field data to literal text in the return of Wanted Person and Supervised Release File hit responses. The OOC Field will continue to allow only for input of NCIC 2000-assigned codes as listed in the Uniform Offense Codes, *NCIC 2000 Code Manual* (December 2000). In addition, the Message Field Codes for Entry - Field Length will remain at 4-4. State systems will be required to provide for receipt of the translated offense classification in response messages and unsolicited messages to include the \$.C. Validation Request.

NCIC 2000 Operating Manual Changes

This enhancement requires no changes to the *NCIC 2000 Operating Manual* (December 1999).

2.5 CHANGES TO THE ON-LINE VALIDATION NOTIFICATION MESSAGES

AFFECTED BY CHANGE:

Introduction

EFFECTIVE DATE:

January 2006

Background

In December 2002, the CJIS Advisory Policy Board (APB) recommended that on-line validation be optional and that each CJIS Systems Agency determines the use within its jurisdiction. TOU 05-1 documented the system changes associated with the implementation of the on-line validation process. Changes to the notification messages are necessary to comply with the APB recommendation of spring 2002 that notification messages include a literal translation (TOU 03-3). The two on-line validation notification messages are the first with this new format.

System Changes

Modification of the \$.F. Failure to Validate Notification and the \$.P. Purge Failure to Validate Notification to include literal translations and to ensure notifications are consistent with NCIC purge cycles.

NCIC 2000 Operating Manual Changes

Additions to the *NCIC 2000 Operating Manual* (December 1999) and subsequent TOUs are indicated by highlighting, and deletions are indicated by ~~strikeout~~.

INTRODUCTION

SECTION 2.9 -- ADMINISTRATIVE MESSAGES

\$.F. Failure to Validate Notification

If a state/federal agency ~~opts to use~~s the on-line validation process, this message is transmitted to the ORI of record when a record has not been validated within ~~a month~~30 days from the request for validation.

SECTION 2 -- SYSTEM CHANGES

The following is an example of a \$.F. administrative message:

```
$.F. FAILURE TO VALIDATE
MD1012600
THE FOLLOWING RECORD WILL BE RETIRED BY THE FBI DURING THE NEXT PURGE CYCLE
UNLESS THE RECORD IS VALIDATED PRIOR TO THE FIRST SUNDAY OF NEXT MONTH.
MKE/STOLEN VEHICLE
ORI/MD1012600 LIC/ABC123 LIS/MD LIY/1999 LIT/PC
VIN/9876543345210 VYR/1972 VMA/PONT VMO/BON VST/SW VCO/RED
OAN/12345678 DOT/19990803 OCA/56789
GANICBA00 INTEREST
NIC/V123456789 DTE/19990805 2000 EDT
```

The copy of the nonvalidated record is included after the initial message. The full message is repeated for each nonvalidated record.

\$.P. Purge Failure to Validate Notification

For those state/federal agencies using the on-line validation process, the NCIC System will automatically retire all records that have not been validated in the required time frame. The NCIC System generates a \$.P. Purge Failure to Validate Notification that is sent to the ORI for records retired due to the failure to validate.

The following is an example of a \$.P. Purge Failure to Validate Notification:

```
$.P. PURGE FOR FAILURE TO VALIDATE
MD1012600
NCIC VALIDATION PURGE 20060206. THE FOLLOWING RECORD HAS BEEN PURGED
BY THE FBI DUE TO YOUR FAILURE TO VALIDATE. YOU MAY REENTER IF YOU DETERMINE
THE INFORMATION IS VALID, ACCURATE AND COMPLETE.
MKE/STOLEN VEHICLE
ORI/MD1012600 LIC/ABC123 LIS/MD LIY/2007 LIT/PC
VIN/9876543345210 VYR/1972 VMA/PONT VMO/BON VST/SW VCO/RED
OAN/12345678 DOT/20050909 OCA/56789
NIC/V123456789 DTE/20050908 0938 EDT
```

SECTION 3.4 -- VALIDATION

2. Each month, CSAs receive a file of records to be validated. The CSAs in turn distribute the records to be validated to the ORIs as appropriate. On the first Saturday of the month, the NCIC System selects the records scheduled for validation. The

NCIC System does not retrieve for validation those records that have been validated within the last calendar month.

The CSA selects to conduct validations on-line or notify CJIS that validations have been completed.

If a state/federal agency uses the **on-line validation process**, the agency must modify each record being validated to include updated information in the Name of Validator (VLN) Field. If a record has not been validated within ~~thirty days~~ a month from the request for validation, the NCIC System will generate a \$.F. Failure to Validate Notification to the ORI on the Monday following the first Sunday of the month. The \$.F. notification serves as a warning for the agency to validate the record or the NCIC System will retire the record during the next purge cycle. If the record is not validated by the first Sunday of the following month, the NCIC System will retire the record and generate a \$.P. Purge Failure to Validate Notification.

2.6 MODIFICATION OF THE SECURITY DATE (SDT) FIELD EDITS IN THE SECURITIES FILE TO ALLOW FOR NEWLY CIRCULATED FEDERAL RESERVE NOTES

AFFECTED BY CHANGE:

Securities File

EFFECTIVE DATE:

Immediately

Background

The circulation of Federal Reserve Notes with a current security date frequently precedes the updating of SDT Field edits to accommodate entering records into the Securities File. Therefore, the SDT Field edits have been changed to allow the entry of records for Federal Reserve Notes into the Securities File when the security date is greater than 2001 for Denominations other than 2.

Additions to the *NCIC 2000 Operating Manual* (December 1999) are indicated by highlighting, and deletions are indicated by ~~strikeout~~.

SECURITIES FILE

SECTION 1.6 -- MESSAGE FIELD CODES AND EDITS

SDT	Security Date	<p>Consists of alphabetic or numeric characters.</p> <p>If TYP equals BC, FB, FR, GC, NB, SC, or UN, the SDT is a mandatory field.</p> <p>If SDT contains data, there must be: 1) the word BLANK; 2) a maturity date format consisting of the alphabetic M followed by a valid Gregorian date (MYYYMMDD); 3) an issue date format consisting of the alphabetic P followed by a valid Gregorian date (PYYYYMMDD); or 4) a series year consisting of four numeric characters with an optional fifth character (YYYY, YYYYA). The leftmost two characters must be 19 (i.e., 19YY) or 20.</p> <p>If the TYP equals BC, FB, or FR, the data must be in the series year format.</p> <p>If the TYP equals FR, the data must be equal to 1928, 1928A, 1928B, 1928C, 1934, 1934A, 1934B, 1934C, 1934D, 1950, 1950A, 1950B, 1950C, 1950D, 1950E, 1963, 1963A, 1963B, 1969A, 1969B, 1969C, 1969D, 1974, 1976, 1977, 1977A, 1981, 1981A, 1985, 1988, 1988A, 1990, 1993, 1995, 1996, or 1999, 2001, or greater.</p> <p>If the TYP equals GC, SC, UN, or NB, the data must be in the series year format.</p> <p>If the TYP equals FR and the DEN equals 2, the SDT must be 1976, 1995, 1999 or 2003.</p>
-----	---------------	---

If the word COUNTERFEIT appears as the first item in the MIS Field (NCIC), or if the RMI Field contains C (NCIC 2000), the edits on SDT do not apply.

2.7 MODIFICATION OF THE SERIAL NUMBER (SER) FIELD IN THE ARTICLE FILE TO ALLOW FOR ALL ALPHABETICS

AFFECTED BY CHANGE

Article File

EFFECTIVE DATE

Immediately

Background

Current edits specify only when records for Dell computers are entered into the NCIC Article File can the serial number be composed of all alphabets. However, an increasing number of items that are otherwise eligible for record entry bear serial numbers of all alphabets. As a result, the edit for the SER Field for Article File records has been modified to accept serial numbers of only alphabets.

Additions to the *NCIC 2000 Operating Manual* (December 1999) are indicated by highlighting, and deletions are indicated by ~~strikeout~~.

ARTICLE FILE

SECTION 1.6 -- MESSAGE FIELD CODES AND EDITS

SER	Serial Number	Single zero only, run of zeros only, single alphabetic only, or a run of repeated alphabets or run of alphabets only cannot be used. Cannot be identical to OAN. Sequential entries must have a single hyphen separating the serial numbers. DELL computers manufactured with serial numbers having only alphabetic characters may be entered. The BRA Field must be DELL and the TYP Field must contain DCOMPUT or DLAPTOP.
-----	---------------	--

2.8 ADDITION OF A MISCELLANEOUS (MIS) FIELD IN THE IMAGE FILE

AFFECTED BY CHANGE:

Image File

EFFECTIVE DATE:

April 2005

Background

At its December 2002 meeting, the CJIS Advisory Policy Board approved adding a 240-character MIS Field in the NCIC Image File. This MIS Field will capture additional information about the image that cannot be entered in the existing fields. The addition of the MIS Field in the NCIC Image File was documented in TOU 04-2. During development of the enhancement, the staff of the FBI's CJIS Division determined that a modification to the entry format was necessary.

NCIC 2000 Operating Manual Changes

Additions to the *NCIC 2000 Operating Manual* (December 1999) are indicated by **highlighting**, and deletions are indicated by ~~strikeout~~.

IMAGE FILE**SECTION 2.2 -- MESSAGE FIELD CODES FOR ENTRY (TOU 04-2)**

FIELD NAME	REQUIREMENTS	MESSAGE FIELD CODE	FIELD LENGTH	DATA TYPE
HEADER	MANDATORY	HDR	9-19	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
MESSAGE KEY	MANDATORY	MKE	3-3	ALPHABETIC
ORIGINATING AGENCY IDENTIFIER	MANDATORY	ORI	9-9	ALPHABETIC, NUMERIC
NCIC NUMBER	MANDATORY	NIC	10-10	ALPHABETIC, NUMERIC
IMAGE TYPE	MANDATORY	IMT	1-1	ALPHABETIC
DATE OF IMAGE	OPTIONAL	DOI	8-8	NUMERIC
MISCELLANEOUS	OPTIONAL	MIS	1-240	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
FINGERPRINT IMAGE	MANDATORY FOR A FINGERPRINT ENTRY	FIM	18-16000	ALPHABETIC, NUMERIC, BINARY
IMAGE	MANDATORY FOR AN IMAGE (NON- FINGERPRINT) ENTRY	IMG	6-16000	ALPHABETIC, NUMERIC, BINARY
MISCELLANEOUS	OPTIONAL	MIS	1-240	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS

2.9 MODIFICATIONS TO THE IDENTITY THEFT FILE

AFFECTED BY CHANGE:

**Other Transactions
Identity Theft**

EFFECTIVE DATE:

April 2005

Background

At the spring 2002 meetings of the CJIS Advisory Policy Board's (APB's) Working Groups, the NCIC Subcommittee, and the CJIS APB, the FBI's CJIS Division staff proposed creating an Identity Theft File and requested direction regarding its design. This proposal was accepted, and the staff was charged with developing a concept of operations (CONOPS). During the fall 2003 CJIS APB meeting, the staff submitted the CONOPS, which the CJIS APB approved. In December 2004, the CJIS APB recommended several modifications to the Identity Theft File. The FBI's CJIS Division staff has finalized the design and has scheduled the Identity Theft File for implementation in April 2005.

The Identity Theft File enables law enforcement to "flag" stolen identities. Agencies also can create a "victim profile" with personal information about the victim in the Identity Theft File.

The following is a modification to TOU 04-2. This revision outlines changes required by the recommendation of the CJIS APB to the original TOU. The changes include 1) modify the hit response caveat, 2) change the Social Security Number Field from mandatory to optional, 3) increase the maximum length of the Password Field, and 4) add a Date of Theft Field.

In addition, a consent document that affects the criteria for entry of Identity Theft File records is provided in the modifications to the Identity Theft File within Section 1.2 – Criteria For Entry.

Additions to TOU 04-2 are indicated by **highlighting**, and deletions are indicated by ~~strikeout~~. In addition, modifications to the Identity Theft Persons Validation Format are included in this document (TOU 05-2).

OTHER TRANSACTIONS

SECTION 10.1 -- GENERAL INFORMATION

2. The following NCIC files may have an investigative interest supplemental record appended to a base record: Article, Boat, Deported Felon, Foreign Fugitive, Gun, License Plate, Missing Person, Protection Order, Securities, Convicted Sexual Offender Registry, ~~Convicted Person on Supervised Release~~, Unidentified Person, Vehicle, Vehicle/Boat Part, Violent Gang and Terrorist Organization (gang member only), Identity Theft, and Wanted Person Files.

IDENTITY THEFT FILE

SECTION 1.1 -- BACKGROUND

The Identity Theft File will serve as a means for law enforcement to “flag” stolen identities and identify the imposter when encountered ~~by law enforcement~~.

When an identity theft victim becomes aware that his/her identity has been stolen and reports the incident to law enforcement, the agency’s handling of the identity theft case should parallel the criteria as outlined in this chapter. The police officer should complete an incident report and collect pertinent information from the victim to create a victim profile that is entered into the Identity Theft File. The agency enters the information only after the victim signs a consent waiver. The waiver states that the victim provides permission for the information to be entered in the Identity Theft File. It also acknowledges that the victim may withdraw the consent by providing a written request to the entering agency. At that time, the record will be canceled from the Identity Theft File. The profile should include information such as the victim's name, date of birth, Social Security number, and the type of identity theft. Additionally, the police officer should provide the victim with a password that must identify that person as the victim when the police report is filed. (The victim should retain the password to use during any potential future police encounters.) ~~Also, the police officer may collect a right index fingerprint from the victim to store in the NCIC using the NCIC fingerprint capability.~~ Agencies may also enter a mugshot of the victim into NCIC. The fingerprint and/or mugshot may be used as an additional form of identification for the victim. When the mugshot or fingerprint is retrieved, it must clearly specify that the mugshot or fingerprint is that of the victim and not that of the offender.

SECTION 1.2 -- CRITERIA FOR ENTRY

1. GENERAL CRITERIA

An entry in the Identity Theft File must be supported by an official complaint recorded by a law enforcement agency. Documentation for the identity theft complaint must meet the following criteria before an entry can be made into the Identity Theft File:

1. Someone is using a means of identification of the victim (denoted in the Identity Theft and Assumption Deterrence Act of 1998 as any name or number that may be used, alone or in conjunction with any other information, to identify a specific individual).
2. The identity of the victim is being used without the victim's permission.
3. The victim's identity is being used or intended to be used to commit an unlawful activity.

4. The victim must sign a consent waiver prior to the information being entered into the Identity Theft File. The following waiver may be used independently or incorporated into a state form.

IDENTITY THEFT FILE CONSENT DOCUMENT

By signing this document, I hereby provide the _____ (Insert local, state, or federal law enforcement agency name) permission to enter my personal data into the Federal Bureau of Investigation's (FBI's) Identity Theft File. This information may include, but is not limited to, physical descriptors and identifying information including my name, date of birth, place of birth, Social Security number, the type of identity theft, and a password provided to me for future identification verification purposes. I am also providing permission to enter my photograph and fingerprints into this file when that capability becomes available.

I understand that this information is being submitted as part of a criminal investigation of a crime of which I was a victim and will be available to entities having access to the FBI's National Crime Information Center (NCIC) files for any authorized purpose. I am providing this data voluntarily as a means to document my claim of identity theft and to obtain a unique password to be used for future identity verification purposes.

I understand that the FBI intends to remove this information from the NCIC active file no later than five years from the date of entry. I also understand that I may at any time submit a written request to the entering agency to have this information removed from the active file at an earlier date. I further understand that information removed from the active file will not thereafter be accessible via NCIC terminals, but it will be retained by the FBI as a record of the NCIC entry until such time as its deletion

SECTION 3 -- *NCIC 2000 CODE MANUAL* UPDATES

may be authorized by the National Archives and Records Administration.

I understand that this is a legally binding document reflecting my intent to have personal data entered into the FBI's Identity Theft File. I declare under penalty of perjury that the foregoing is true and correct. (See Title 28, United States Code [U.S.C.], Section 1746.)

SIGNATURE

DATE

PRINTED NAME

The Privacy Act of 1974 (5 U.S.C. § 552a) requires that local, state, or federal agencies inform individuals whose Social Security number is being requested whether such disclosure is mandatory or voluntary, the basis of authority for such solicitation, and the uses which will be made of it. Accordingly, disclosure of your Social Security number is voluntary; it is being requested pursuant to 28 U.S.C. § 534 and _____ (add any applicable state authorization, if desired) for the purposes described above. The Social Security number will be used as an identification tool; consequently, failure to provide the number may result in a reduced ability to make such identifications or provide future identity verifications.

SECTION 1.6 -- MESSAGE FIELD CODES AND EDITS

(Please Note: These identifiers describe the **victim** of the Identity Theft.)

Code	Field	Edits
DOB	Date of Birth	Must be a valid Gregorian date (YYYYMMDD) if it is the only numeric identifier. The DOB and cannot be later than the current date or any date 1 day through 9 years, 364 days prior to the current date. If the DOB is not the only numeric identifier, 00 may be entered for the month and/or day when the actual date is unknown. If MKE is EWJ or EWJC, the DOB must be a valid Gregorian date. More information in Personal Descriptors, NCIC 2000 Code Manual.
DOP	Date of Purge	Must be a valid Gregorian date, YYYYMMDD. The DOP is optional and must be greater than the current date but not more than 5 years greater. If not entered, NCIC will set the DOP to the current date plus five years.
DOT	Date of Theft	Must be a valid Gregorian date (YYYYMMDD) and cannot be greater than the current date.
EBS	Expanded Date of Birth Search	Must be either 1 or blank. The default value is blank.
PWD	Password	May be up to eight 20 alphabetic, numerics, or special characters as assigned by the entering agency.

SECTION 2.1 -- EXAMPLE OF AN ENTRY

```
1N01HEADER.EID.MD1017830.SMITH, JOHN J.M.W.TX.  
19311012.510.175.BRO.BRO..DRK.SC R HND..121011C0141159TTTCI13.  
AS-123456789.123456789.20051213.....PASSWORD.CFRD.20041015
```

Acknowledgment:

```
1L01HEADER  
MD1017830  
NAM/SMITH, JOHN J NIC/J146203706
```

SECTION 3 -- NCIC 2000 CODE MANUAL UPDATES

SECTION 2.2 -- MESSAGE FIELD CODES FOR ENTRY

FIELD NAME	REQUIREMENTS	MESSAGE FIELD CODE	FIELD LENGTH	DATA TYPE
HEADER	MANDATORY	HDR	9-19	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
MESSAGE KEY	MANDATORY	MKE	2-4	ALPHABETIC, SPECIAL CHARACTERS
ORIGINATING AGENCY IDENTIFIER	MANDATORY	ORI	9-9	ALPHABETIC, NUMERIC
NAME	MANDATORY	NAM	3-30	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
SEX	MANDATORY	SEX	1-1	CODE AS DEFINED IN <i>NCIC 2000 CODE MANUAL</i>
RACE	MANDATORY	RAC	1-1	CODE AS DEFINED IN <i>NCIC 2000 CODE MANUAL</i>
PLACE OF BIRTH	MANDATORY	POB	2-2	CODE AS DEFINED IN <i>NCIC 2000 CODE MANUAL</i>
DATE OF BIRTH	MANDATORY	DOB	8-8	NUMERIC
HEIGHT	MANDATORY	HGT	3-3	NUMERIC
WEIGHT	MANDATORY	WGT	3-3	NUMERIC
EYE COLOR	MANDATORY	EYE	3-3	CODE AS DEFINED IN <i>NCIC 2000 CODE MANUAL</i>
HAIR COLOR	MANDATORY	HAI	3-3	CODE AS DEFINED IN <i>NCIC 2000 CODE MANUAL</i>
FBI NUMBER	OPTIONAL	FBI	1-9	ALPHABETIC, NUMERIC
SKIN TONE	OPTIONAL	SKN	3-3	CODE AS DEFINED IN <i>NCIC 2000 CODE MANUAL</i>
SCARS, MARKS, TATTOOS, AND OTHER CHARACTERISTICS	OPTIONAL	SMT	3-10	CODE AS DEFINED IN <i>NCIC 2000 CODE MANUAL</i>
DATE OF PURGE	OPTIONAL WITH DEFAULT	DOP	8 - 8	ALPHABETIC, NUMERIC
FINGERPRINT CLASSIFICATION	OPTIONAL	FPC	20-20	ALPHABETIC, NUMERIC
MISCELLANEOUS NUMBER	OPTIONAL	MNU	4-15	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
SOCIAL SECURITY NUMBER	MANDATORY OPTIONAL	SOC	9-9	NUMERIC

SECTION 3 -- NCIC 2000 CODE MANUAL UPDATES

ORIGINATING AGENCY CASE NUMBER	MANDATORY	OCA	1-20	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
LINKING AGENCY IDENTIFIER	OPTIONAL SET	LKI	9-9	ALPHABETIC, NUMERIC
LINKING CASE NUMBER	SET	LKA	1-20	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
MISCELLANEOUS	OPTIONAL	MIS	1-500	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
NOTIFY ORIGINATING AGENCY	OPTIONAL	NOA	1-1	ALPHABETIC
CAUTION AND MEDICAL CONDITIONS	OPTIONAL	CMC	2-2	CODE AS DEFINED IN NCIC 2000 CODE MANUAL
PASSWORD	MANDATORY	PWD	1-820	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
ID THEFT TYPE	MANDATORY	IDT	4-4	CODE AS DEFINED IN NCIC 2000 CODE MANUAL
DATE OF THEFT	OPTIONAL	DOT	8-8	NUMERIC

SECTION 2.3 -- MANDATORY FIELDS FOR ENTRY

The following fields are mandatory for acceptance of an identity theft entry into NCIC: HDR, MKE, ORI, NAM, SEX, RAC, POB, DOB, SOC, HGT, WGT, EYE, HAI, OCA, PWD, and IDT.

SECTION 2.5 -- MESSAGE FIELD CODE EDITS FOR ENTRY**9. DATE OF THEFT (DOT)**

The DOT represents the date the victim's identity was stolen or the date the police report was filed if the date of incident is unknown.

10. PASSWORD

When possible, the password should be determined by the victim. The victim should select a password that he/she can readily recall during any subsequent encounter with law enforcement personnel.

SECTION 5.1 -- EXAMPLE OF AN IDENTITY THEFT INQUIRY

The message key QID is used for Identity Theft File inquiries. It will restrict the search to only the identity theft records. A standard QW inquiry also searches the Identity Theft File in addition to other identifiable persons files.

1N01HEADER.QID.WA1230000.NAM/SMITH, JOHN J.DOB/19511012

Negative Response:

1L01HEADER
WA1230000

NO NCIC IDENTITY THEFT RECORD DOB/19511012 NAM/SMITH, JOHN J

Positive Response:

1L01HEADER
WA1230000

WARNING - THE IDENTITY OF THE SUBJECT IDENTIFIED IN THIS RECORD HAS BEEN REPORTED STOLEN. PLEASE REVIEW THE VICTIM PROFILE AND USE CAUTION IN VERIFYING THE IDENTITY OF THIS PERSON. THE PASSWORD INCLUDED IN THIS RESPONSE HAS BEEN ASSIGNED TO THE IDENTITY THEFT VICTIM. VERIFY THAT THE SUBJECT OF INQUIRY CAN CONFIRM THE PASSWORD.

MKE/IDENTITY THEFT
ORI/MD1012600 NAM/SMITH, JOHN J SEX/M RAC/W POB/MD DOB/195130531012
DOE/20040519 HGT/601 WGT/202 EYE/BRO HAI/BRO SKN/ALB SMT/SC R HND
FPC/121011C0141159TTCI13 MNU/AS-326141811 SOC/212665660
OCA/123456
MIS/IDENTITY HAS BEEN USED IN CREDIT CARD FRAUD
PWD/T45*D8#9TOPGUN IDT/CFRD DOT/20041015
ORI IS ANY CITY PD 410 555-5555
NIC/J123456789 DTE/200505056 1400 EST
*****WARNING - STANDING ALONE, NCIC IDENTITY THEFT FILE INFORMATION DOES NOT FURNISH GROUNDS FOR THE SEARCH AND SEIZURE OF ANY INDIVIDUAL, VEHICLE, OR DWELLING.*****
IMMED CONFIRM IF THIS PERSON IS THE VICTIM OR PERPETRATOR

SECTION 5.2 -- MESSAGE FIELD CODES FOR INQUIRY

FIELD NAME	REQUIREMENTS	MESSAGE FIELD CODE	FIELD LENGTH	DATA TYPE
HEADER	MANDATORY	HDR	9-19	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
MESSAGE KEY	MANDATORY	MKE	3-3	ALPHABETIC
ORIGINATING AGENCY IDENTIFIER	MANDATORY	ORI	9-9	ALPHABETIC, NUMERIC
NAME	CONDITIONAL	NAM	3-30	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
DATE OF BIRTH	CONDITIONAL	DOB	8-8	NUMERIC
SEX	OPTIONAL	SEX	1-1	ALPHABETIC
RACE	OPTIONAL	RAC	1-1	ALPHABETIC
FBI NUMBER	CONDITIONAL	FBI	1-9	ALPHABETIC, NUMERIC
MISCELLANEOUS NUMBER	CONDITIONAL	MNU	4-15	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
SOCIAL SECURITY NUMBER	CONDITIONAL	SOC	9-9	NUMERIC
ORIGINATING AGENCY CASE NUMBER	CONDITIONAL	OCA	1-20	ALPHABETIC, NUMERIC, SPECIAL CHARACTERS
NCIC NUMBER	CONDITIONAL	NIC	10-10	ALPHABETIC, NUMERIC
IMAGE INDICATOR	OPTIONAL	IND	1-1	ALPHABETIC
RELATED SEARCH HIT	OPTIONAL	RSH	1-1	ALPHABETIC
EXPANDED NAME SEARCH	OPTIONAL	ENS	1-1	ALPHABETIC
EXPANDED DATE OF BIRTH SEARCH	OPTIONAL	EBS	1-1	NUMERIC

SECTION 5.4 -- ADDITIONAL GUIDELINES FOR INQUIRY

10. EXPANDED DATE OF BIRTH SEARCH (EBS)

When an inquiry transaction includes the numeric 1 in the EBS Field, the expanded date of birth search will return records with the exact input DOB as well as records with the exact month and day and a range of plus or minus one year of the input DOB.

2.10 VALIDATION LAYOUTS

VALIDATION FIXED FORMATS

EFFECTIVE DATE:

Immediately

Background

The following contains changes to the Persons (Dental), Hot Database Image, and Identity Theft Persons Validation Formats. Additions to the validation fixed formats are indicated by highlighting, and deletions are indicated by ~~strikeout~~.

SECTION 3 -- NCIC 2000 CODE MANUAL UPDATES

Tape Format 119. Persons (Dental) Validation Format

Group or Usage	Start Column	End Column	MFC Code	Field Description	Cobol Dataname	Length	Format	Comments
Common Data								
	1	2	RTYP	Record Type	FMT-DENT-RTYP	2	AN	Record Type "54"
	3	6	RCNT	Record Type Count	FMT-DENT-RCNT	4	N	
	7	7	STAT	Status	FMT-DENT-STAT	1	AN	
	8	8	HTY	HDB Type	FMT-DENT-HTY	1	AN	
	9	9	HSB	HDB Subtype	FMT-DENT-HSB	1	AN	
	10	18	TORI	Terminal ORI	FMT-DENT-TORI	9	AN	
	19	38	OCA	Originating Agency Case Number	FMT-DENT-OCA	20	AN	Right Justified
	39	48	NIC	NCIC Number	FMT-DENT-NIC	10	AN	
	49	58	BNIC	Base NCIC Number	FMT-DENT-BNIC	10	AN	
Person Dental Data					FMT-DENT-DATA			
	59	61	STS	Status	FMT-DENT-STS	3	AN	May have the value 'ALL' or 'UNK'. If entered, no Tooth entries may be present.
	62	62	DXR	X-rays Indicator Code	FMT-DENT-DXR	1	AN	
	63	112	DRE	Dentist's Remarks	FMT-DENT-DRE	50	AN	
	113	113	MPA	Model Photo Indicator Code	FMT-DENT-MPA	1	AN	
	114	115		Last Group Entry	FMT-DENT-LGE	2	N	
Tooth Data								
	116	435		Tooth Array (Occurs 32)	FMT-DENT-ARRAY	320	ANS	
	116	117	DCN	Number Code	FMT-DENT-DCN	2	N	
	118	118	DCS	Status	FMT-DENT-DCS	1	AS	
	119	119	DCM	Mesial Code	FMT-DENT-DCM	1	A	
	120	120	DCO	Occlusal Code	FMT-DENT-DCO	1	A	
	121	121	DCD	Distal Code	FMT-DENT-DCD	1	A	
	122	122	DCB	Buccal-Facial Code	FMT-DENT-DCB	1	A	
	123	123	DCL	Lingual Code	FMT-DENT-DCL	1	A	
	124	125	DCT	Other Characteristics Code	FMT-DENT-DCT	2	A	
	436	800		Filler		365	AN	

SECTION 3 -- NCIC 2000 CODE MANUAL UPDATES

Tape Format 129. Hot Database Image Validation Format

Group or Usage	Start Column	End Column	MFC Code	Field Description	Cobol Dataname	Length	Format	Comments
Common Data								
	1	2	RTYP	Record Type	FMT-HDIM-RTYP	2	AN	Record Types: "61" Boat Image "62" Vehicle Image "63" Article Image "64" Person Image
	3	6	RCNT	Record Type Count	FMT-HDIM-RCNT	4	N	
	7	7	STAT	Status	FMT-HDIM-STAT	1	AN	
	8	8	HTY	HDB Type	FMT-HDIM-HTY	1	AN	
	9	9	HSB	HDB Subtype	FMT-HDIM-HSB	1	AN	
	10	18	TORI	Terminal ORI	FMT-HDIM-TORI	9	AN	
	19	38	OCA	Originating Agency Case Number	FMT-HDIM-OCA	20	AN	Right Justified
	39	48	NIC	NCIC Number	FMT-HDIM-NIC	10	AN	
	49	58	BNIC	Base NCIC Number	FMT-HDIM-BNIC	10	AN	
Image Data					FMT-HDIM-DATA			
	59	78	DTE	Date and Time of Entry	FMT-HDIM-DTE	20	AN	
	79	98	DTR	Date and Time of Retirement	FMT-HDIM-DTR	20	AN	
	99	106	DOI	Date of Image	FMT-HDIM-DTE-IMAGE	8	AN	
	107	114	DOC	Date of Cancellation	FMT-HDIM-DOC	8	AN	
	115	124		Image NIC Number	FMT-HDIM-IMG-NIC	10	AN	
	125	125	STS	Status	FMT-HDIM-STS	1	AN	
	126	126		Type	FMT-HDIM-TYPE	1	AN	
	127	150		Make	FMT-HDIM-MAKE	24	AN	
	151	170		Model	FMT-HDIM-MODEL	20	AN	
	171	173		Style	FMT-HDIM-STYLE	3	AN	
	174	176		Length	FMT-HDIM-LENGTH	3	N	
	177	180		Year	FMT-HDIM-YEAR	4	AN	
	181	420	MIS	Miscellaneous	FMT-HDIM-MIS	240	ANS	
	421	421		DOI Unknown Day Flag	FMT-HDIM-UN-DAY-FLAG	1	AN	If the day of DOI is = 0, the day will be set to 1, and the unknown day flag will be set to 'Y'. Default is 'N'.
	422	422		DOI Unknown Month Flag	FMT-HDIM-UN-MONTH-FLAG	1	AN	If the month of DOI is = 0, the month will be set to 1, and the unknown month flag will be set to 'Y'. Default is 'N'.
	424 423	800		Filler		380 378	AN	

SECTION 3 -- NCIC 2000 CODE MANUAL UPDATES

Tape Format 143. Identity Theft Persons Validation Format

Group or Usage	Start Column	End Column	MFC Code	Field Description	Cobol Dataname	Length	Format	Comments
Common Data								
	1	2	RTYP	Record Type	FMT-PEWPIDTH-RTYP	2	AN	Record Type "71"
	3	6	RCNT	Record Type Count	FMT-PEWPIDTH-RCNT	4	N	
	7	7	STAT	Status	FMT-PEWPIDTH-STAT	1	AN	
	8	8	HTY	HDB Type	FMT-PEWPIDTH-HTY	1	AN	
	9	9	HSB	HDB Subtype	FMT-PEWPIDTH-HSB	1	AN	
	10	18	TORI	Terminal ORI	FMT-PEWPIDTH-TORI	9	AN	
	19	38	OCA	Originating Agency Case Number	FMT-PEWPIDTH-OCA	20	AN	Right Justified
	39	48	NIC	NCIC Number	FMT-PEWPIDTH-NIC	10	AN	
	49	58	BNIC	Base NCIC Number	FMT-PEWPIDTH-BNIC	10	AN	
	59	61	TMZ	Time Zone (Date and Time of Entry)	FMT-PEWPIDTH-TMZ	3	AN	
	62	81	DTE	Date and Time of Entry	FMT-PEWPIDTH-DTE	20	AN	
	82	101	DTI	Date and Time of Retirement	FMT-PEWPIDTH-DTI	20	AN	
	102	121	DLU	Date and Time Last Modified	FMT-PEWPIDTH-DLU	20	AN	
	122	141	DTS	Date and Time of Suppression	FMT-PEWPIDTH-DTS	20	AN	
	142	149	DOI	Date of Incident (Date of Theft)	FMT-PEWPIDTH-DOI	8	AN	
	150	157	DTV	Date of Last Validation	FMT-PEWPIDTH-DTV	8	AN	
	158	165	DVR	Date of Validate Request	FMT-PEWPIDTH-DVR	8	AN	
	166	173	DCL	Date of Clear	FMT-PEWPIDTH-DCL	8	AN	
	174	181	DOC	Date of Cancel	FMT-PEWPIDTH-DOC	8	AN	
	182	189	DOR	Date of Recovery	FMT-PEWPIDTH-DOR	8	AN	
	190	191	USR	User Code	FMT-PEWPIDTH-USR	2	AN	
	192	195	MKE	Message Key	FMT-PEWPIDTH-MKE	4	AN	
	196	196	NOA	Notify Originating Agency	FMT-PEWPIDTH-NOA	1	AN	
	197	197	CAI	Caution Indicator	FMT-PEWPIDTH-CAI	1	AN	
	198	198	BAI	Base Indicator	FMT-PEWPIDTH-BAI	1	AN	
	199	199	IND	Image Indicator	FMT-PEWPIDTH-IND	1	AN	
	200	200	RETR	Retirement Reason	FMT-PEWPIDTH-RETR	1	AN	
	201	221	RFR	Reason for Removal	FMT-PEWPIDTH-RFR	21	AN	
	222	251	NVL	Name of Validator	FMT-PEWPIDTH-NVL	30	AN	
	252	260	ORI	Owning Agency Identifier	FMT-PEWPIDTH-ORI	9	AN	
	261	269	LKI	Linking Agency Identifier	FMT-PEWPIDTH-LKI	9	AN	
	270	289	LKA	Linking Agency Case Number	FMT-PEWPIDTH-LKA	20	AN	Right Justified
	290	298	RRI	Recovering Agency Identifier	FMT-PEWPIDTH-RRI	9	AN	
	299	318	RCA	Recovering Agency Case Number	FMT-PEWPIDTH-RCA	20	AN	Right Justified
Person Data								
	319	319	CAT	Category - Person	FMT-PEWPIDTH-CAT	1	AN	
	320	339	FPC	Fingerprint Classification Code	FMT-PEWPIDTH-FPC	20	AN	

SECTION 3 -- NCIC 2000 CODE MANUAL UPDATES

Group or Usage	Start Column	End Column	MFC Code	Field Description	Cobol Dataname	Length	Format	Comments
	340	340	SEX	Sex	FMT- PEWP IDTH-SEX	1	AN	
	341	341	RAC	Race	FMT- PEWP IDTH-RAC	1	AN	
	342	343	POB	Place of Birth	FMT- PEWP IDTH-POB	2	AN	
	344	346	HGT	Height	FMT- PEWP IDTH-HGT	3	AN	
	347	349		Height Quantity	FMT- PEWP IDTH-HGT-QTY	3	N	
	350	352	WGT	Weight	FMT- PEWP IDTH-WGT	3	AN	
	353	355		Weight Quantity	FMT- PEWP IDTH-WGT-QTY	3	N	
	356	358	EYE	Eye Color	FMT- PEWP IDTH-EYE	3	AN	
	359	361	HAI	Hair Color	FMT- PEWP IDTH-HAI	3	AN	
	362	364	SKN	Skin Tone	FMT- PEWP IDTH-SKN	3	AN	
	365	373	FBI	FBI Number	FMT- PEWP IDTH-FBI	9	AN	Right Justified
Identity Theft Person Data								
	374	381	DOP	Date of Purge	FMT-IDTH-DOP	8	AN	
	374 382	377 385	IDT	ID Theft Type	FMT- PEWP IDTH-IDT	4	A	
	378 386	800		Filler		423 415		

SECTION 3 -- *NCIC 2000 CODE MANUAL* UPDATES

BOAT DATA CODES

The following should be added to:

Section 4.2 BMA AND BRA FIELD CODES

Effective Date: Immediately

Make	Code
Carolina Cat	CAT
Caterpillar Boat Works	COT
Powerquest Boats, Inc.	PPN
Tige Boats, Inc.	TIX

Section 4.3 BMA AND BRA FIELD CODES ALPHABETICALLY BY CODE

Effective Date: Immediately

Code	Manufacturer
CAT	Carolina Cat
COT	Caterpillar Boat Works
PPN	Powerquest Boats, Inc.
TIX	Tige Boats, Inc.

GUN DATA CODES

The following should be added to:

Section 1.5 MAK FIELD CODES ALPHABETICALLY BY MANUFACTURER

Effective Date: Immediately

Make, Brand, Model, or Trademark	Country	Code	Reference
Ameetec	US	AEE	Gilbert, AZ
Antonio Gil & Co.	SP	AOG	Eibar, Spain
Ardessa	SP	ASS	Spain
AWI	US	AWI	Eaton, CO
Big Horn Arms	US	BHN	Watertown, SD
Cavalry Arms Corp.	US	CAV	Mesa, AZ
Cherry's Fine Guns	US	CFG	Greensboro, NC
Compass Lake Engineering	US	CPL	Alford, FL
Dawson Precision	US	DWP	Leander, TX
Defense Technology Corp.	US	DTC	Casper, WY
Encore	US	ECR	
Excel Industries, Inc.	US	EXL	Chino, CA
FAB-10	US	SVI	Formerly known as Shoeless Ventures, Inc.

SECTION 3 -- NCIC 2000 CODE MANUAL UPDATES

FAB ARM or FABARM	IT	FAA	Italy
Fabrinor Arma Corta Y; Microfusion SAL	SP	FBA	Spain
Factory Military (Fabricaciones Militares) or (Militares Fabricaciones)	AT	FBM	Argentina
Firearms International, Inc.	US	FIM	Houston, TX
Franz Kettner	GE	FZK	Suhl, Germany
Fulton Armory	US	FTN	Laurel, MD
Fundalum S.A.	AT	FUN	Argentina
Gary Reeder Custom Guns	US	GRC	Arizona
Gun Crafter Ind.	US	GCI	Huntsville, AR
Hartford Armory	US	HRF	Collinsville, CT
Hatton Ind.	US	HNI	Indian Mills, NJ
Indian Ordnance	II	INO	Under direction of (Ordnance Factory Board) Corporate HQ
Jericho Firearms	IS	JCH	Israel
Jimenez Arms	US	JMZ	Costa Mesa, CA; Taking over for Bryco Arms; MAK/BRY
J P Enterprises	US	JPN	St. Louis Park, MN
Kelblys, Inc.	US	KLB	North Lawrence, OH

SECTION 3 -- NCIC 2000 CODE MANUAL UPDATES

Kjobenhauns Toihuus		KJO	
Lauer Custom Weaponry (Trade Name: LCW Mfg.)	US	LCW	Chippewa Falls, WI
Leitner Wise Rifle Co., Inc.	US	LWR	Alexandria, VA
L. Romano Co., Inc.	US	RMN	Pennellville, NY
Mega Machine Shop, Inc.	US	MGM	Tumwater, WA
Mitchell Mfg. Corp.	US	MTM	Santa Ana, CA
Nighthawk Custom	US	NHK	Berryville, AR
Oregon Arms, Inc.	US	ORI	Prospect, OR; Not to be confused with Oregon Arms, Ltd.
PGW	US	PGW	Powers, OR
Rohrbaugh Firearms	US	RHB	Farmingdale, NY
Sabre Defense Ind., LLC	US	SDI	Nashville, TN
Saeilo Mfg., Ind.	US	SMG	Worcester, MA
Shoeless Ventures, Inc.	US	SVI	Carson City, NV; Maker of FAB-10 Receivers. Trade name changed to FAB-10 beginning 2005
Spencer Rifle Co.	US	SPQ	Portland, TN; Not to be confused with

SECTION 3 -- *NCIC 2000 CODE MANUAL* UPDATES

			Spencer Gun Co. or Spencer Rifle Co. (SPG) Civil War Military
Stag Arm	US	SGM	New Briton, CT
The Triangle Gun Co.	HU	TGM	Hungary
TTI International	US	TTN	Glen Allen, VA
Umarex	GE	UMX	Germany
United States Fire-Arms Mfg., Inc.	US	USF	Hartford, CT
Varner Arms	US	VRM	Oak Harbor, WA
Vector Arms	US	VRA	Salt Lake City, UT; Not to be confused with Vektor in South Africa
Verney Carron USA, Inc.	US	VCU	Clay Center, KS
Vulcan Arms, Inc.	US	VCN	Invergrove Hgts, IL
Yildiz Sanayi	TY	YLZ	Turkey
Zhongzhou Machine Works	CN	ZZM	China

Section 1.6 MAK FIELD CODES ALPHABETICALLY BY CODE

Effective Date: Immediately

Code	Make, Brand, Model, or Trademark
AEE	Ameetec
AOG	Antonio Gil & Co.
ASS	Ardessa
AWI	AWI
BHN	Big Horn Arms
CAV	Cavalry Arms Corp.
CFG	Cherry's Fine Guns
CPL	Compass Lake Engineering
DTC	Defense Technology Corp.
DWP	Dawson Precision
ECR	Encore
EXL	Excel Industries, Inc.
FAA	FAB ARM or FABARM
FBA	Fabrinor Arma Corta Y; Microfusion SAL
FBM	Factory Military (Fabricaciones Militares) or (Militares Fabricaciones)
FIM	Firearms International, Inc.

SECTION 3 -- *NCIC 2000 CODE MANUAL* UPDATES

FTN	Fulton Armory
FUN	Fundalum S.A.
FZK	Franz Kettner
GCI	Gun Crafter Ind.
GRC	Gary Reeder Custom Guns
HNI	Hatton Ind.
HRF	Hartford Armory
INO	Indian Ordnance
JCH	Jericho Firearms
JMZ	Jimenez Arms
JPN	J P Enterprises
KJO	Kjobenhauns Toihuus
KLB	Kelblys, Inc.
LCW	Lauer Custom Weaponry (Trade Name: LCW Mfg.)
LWR	Leitner Wise Rifle Co., Inc.
MGM	Mega Machine Shop, Inc.
MTM	Mitchell Mfg. Corp.
NHK	Nighthawk Custom

SECTION 3 -- *NCIC 2000 CODE MANUAL* UPDATES

ORI	Oregon Arms, Inc.
PGW	PGW
RHB	Rohrbaugh Firearms
RMN	L. Romano Co., Inc.
SDI	Sabre Defense Ind., LLC
SGM	Stag Arm
SMG	Saeilo Mfg., Ind.
SPQ	Spencer Rifle Co.; Not to be confused with Spencer Gun Co. or Spencer Rifle Co. (SPG) Civil War Military
SVI	Shoeless Ventures, Inc., or FAB-10
TGM	The Triangle Gun Co.
TTN	TTI International
UMX	Umarex
USF	United States Fire-Arms Mfg., Inc.
VCN	Vulcan Arms, Inc.
VCU	Verney Carron USA, Inc.
VRA	Vector Arms; Not to be confused with Vektor in South Africa
VRM	Varner Arms

SECTION 3 -- NCIC 2000 CODE MANUAL UPDATES

Hummer	HUMM		
HU3		HU3	LL
Hyundai	HYUN		
Tucson		TCN	LL
Land Rover	LNDR		
LR3		LR3	LL
MAKE	VMA	VMO	VST
Lexus	LEXS		
RX400 or RX400H (Hybrid)		RX4	LL
Lincoln	LINC		
Mark LT		MKL	PK
London Taxi	LNDN		
Lone Star Classics (Kits & Replicas)	LONC		
Lotus	LOTU		
Elise		ELS	2D
Mercedes-Benz	MERZ		
C55		C55	SD
CL65		C65	SD
CLS55		C55	SD
CLS500		500	SD
E350		350	SD
SL65		S65	2D
SLK55		S55	2D
SLK350		350	2D
Mercury	MERC		
Mariner		MNR	LL

SECTION 3 -- NCIC 2000 CODE MANUAL UPDATES

Nissan	NISS		
Micra		MIC	SD
Pontiac	PONT		
Wave		WAV	SD
Saab	SAAB		
9-2X		92	SD
9-7X		97	LL
Saturn	STRN		
L200		200	SD/SW
L300		300	SD/SW
Suzuki	SUZI		
Reno		RNO	SD

**Section 2.3 VMA AND BRA FIELD CODES FOR CONSTRUCTION EQUIPMENT
AND CONSTRUCTION EQUIPMENT PARTS**
Effective Date: Immediately

Make	Code	References
Kioti	KIOT	Farm, garden & construction products; Division of Daedong, USA, Inc., subsidiary of Daedong Ind. Co., Ltd.
Skyjack	SKYJ	Fork, scissor & boom lifts

**Section 2.4 VMA AND BRA FIELD CODES FOR FARM AND GARDEN
EQUIPMENT AND FARM PARTS**

Effective Date: Immediately

Make	Code	References
Dixie Chopper	DXIE	Riding mowers
Ferris Ind.	FRRS	Riding, standing mowing products
Kioti	KIOT	Farm, garden & construction products; Division of Daedong, USA, Inc., subsidiary of Daedong Ind. Co., Ltd.
Novae Corp.	NVAE	Ft. Wayne, IN; farm, garden equip. & Sure- Trac trailers
Ransome	RNSM	Mowers
Walker	WLKR	Riding & walking yard products (power track model)

**Section 2.5 VMA AND BRA FIELD CODES FOR MOTORCYCLES AND
MOTORCYCLE PARTS**

Effective Date: Immediately

Make	VMA
American Lifan Ind., Inc.	AMLF
Argo	ARGG
Chongqing Kinlon Science & Tech. Grp. or Kinlon	KINL
Cixi Zongshen Motorcycle Co., Ltd., or Zongshen Motorcycle Co., Ltd.	ZONG
Cleveland T-Trike Mfg., Inc.	CTTM
Dazon, Inc.	DAZN
Desperado Motor Racing & Motorcycles, Inc.	DSPD
Encore Motorcycle Co., USA	ENMC
Fat City Choppers	FATC
John Deere	DEER
Kazuma (Stannic Mfg. Co., Ltd.)	KAZU
Ken-Bar	KNBR
Killer Chopper Cycle Fabrication, LLC	KCCF
Kinlon or Chongqing Kinlon Science & Tech. Grp.	KINL

SECTION 3 -- *NCIC 2000 CODE MANUAL* UPDATES

Mid-West Choppers, Inc.	MWCH
Orange County Choppers	OCCH
Panterra	PNTA
Precision Cycle Works	PRCW
Qianjiang Motorcycle Group Corp.	QINJ
Skyteam Corp., Ltd.	SKTM
Swift Motorsports, Inc.	SWIF
Taizhou Hisource Intl. Trade Co., Ltd.	TAIZ
United Motors	UNMO
Vengeance Motorcycles; Div. of Vengeance Performance Products, LLC	VENG
Yamoto	YAMT
Zongshen Motorcycle Co., Ltd., or Cixi Zongshen Motorcycle Co., Ltd.	ZONG

Section 2.7 VMA AND BRA FIELD CODES FOR TRAILERS AND TRAILER PARTS
Effective Date: Immediately

Make	Code	References
Ameri-Camp	AMCM	Syracuse, NY
American Hauler Ind.	AMHL	Elkhart, IN
A-OK Trailers	AOKT	Deland, FL
Arnold Mfg. Co.	ARNL	Pensacola, FL; not same as Arnold Travel Trailer Mfg.
Artex Fabricators, Ltd.	ARTX	Langley, BC Canada
Avant	AVNT	
Beiler Hydraulics, Inc.	BEIL	Leola, PA
Belmont Machine	BLMT	Gordonville, PA
Big Bubba's	BIGB	Ogden, UT
Boerne Trailer Mfg.	BOER	Boerne, TX; Also see Inter-National Crane & Trailer, Inc.
Bray Trailers	BRAY	Trenton, FL
Bridgeville Trailers, Inc.	BRGV	Elba, AL
Broward Trailer	BRWD	Oakland Park, FL

SECTION 3 -- *NCIC 2000 CODE MANUAL* UPDATES

Make	Code	References
Bulk Resources, Inc., doing business as Bulk Mfg. Co.	BULR	Las Vegas, NV; not same as Bulk Mfg. Co., Plant City, FL
Byson Trailers	BYSN	
Cavco Ind.	CVCO	Phoenix, AZ; Mobile homes, park models, RV trailers
Central Trailer Corp.	CTRC	Chickasha, OK
Classic Mfg., Inc.	CLSS	Sturgis, MI
Coastal Mfg. Co. or Coastal Building Systems	CSTM	Red Lion, PA
Com-Fab, Inc.	CMFB	Norcross, GA; jet ski & ATV trailers
Craftsman Ind., Inc.	CRFI	St. Charles, MO
D & P Welding Co.	DPWC	DeKalb, TX
Detroit Tool, Inc.	DETT	Dexter, ME
DMB Trailers	DMBT	Trenton, FL
Down (2) Earth Trailers	DWTE	Baxley, GA
Dragon ESP, Ltd.	DESP	Beaumont, TX; waste hauling trailers; Also see Environmental Service Products

SECTION 3 -- *NCIC 2000 CODE MANUAL* UPDATES

Dropbox, Inc.	DROP	
East Texas Longhorn Trailers, LLC	ETXL	Emory, TX
Elk River Corp.	ELKR	Elkhart, IN
Environmental Service Products	DESP	Beaumont, TX; Also see Dragon ESP, Ltd., waste hauling trailers
Equipment Pro	EQPR	Also see Milron Co., Inc., East Point, GA
EZ Dumper	EZDU	Waynesboro, PA
Franklin Coach Co., Inc.	HETG	Also see Heritage by Abel Corp., Nappanee, IN
Great Lakes Cargo, LLC	GLCG	Elkhart, IN
Heritage by Abel Corp.	HETG	Also see Franklin Coach Co., Inc., Nappanee, IN
High Country Trailer Sales & Mfg.	HIGC	Fairchild, WI
Honeysuckle Enterprises, Inc.	MRCT	Also see M & R Enterprises, Inc., Jacksonville, FL
Horizons, Inc.	NHRZ	Also see New Horizons, Junction City, KS
Infinity Trailer Sales	INFY	Canyon, TX

SECTION 3 -- *NCIC 2000 CODE MANUAL* UPDATES

Integrity Custom Trailers	INTG	Nunica, MI; also see R & D Fabrication
Inter-National Crane & Trailer, Inc.	BOER	Also see Boerne Trailer Mfg.
KNL Holdings, LLC	KNLH	Paragould, AR
Kruz, Inc.	KRUZ	Knox, IN
Lee Enterprises Mfg. Co., Inc.	LENT	Elkhart, IN
Load Max Trailers, Ltd.	LDMX	Sumner, TX
Longhorn Trailers	LNGH	Also see McKinley Enterprises, Bay Minette, AL
McKee Farm Technologies, Inc.	MKEE	Ontario, Canada
McKinley Enterprises	LNGH	Also see Longhorn Trailers, Bay Minette, AL
Milron Co., Inc.	EQPR	Also see Equipment Pro, East Point, GA
M & R Enterprises, Inc.	MRCT	Also see Honeysuckle Enterprises, Inc., Jacksonville, FL
M.T. Trailers, Inc.	MTTI	McKinney, TX
Murphy's Welding	PULP	Also see Pullers Pride, Inc., Petal, MS
Neville Welding, Inc.	NEVI	Kingman, KS

SECTION 3 -- *NCIC 2000 CODE MANUAL* UPDATES

New Horizons	NHRZ	Also see Horizons, Inc., Junction City, KS
Novae Corp.	NVAE	Fort Wayne, IN
Nu-Life Environmental, Inc.	NULF	Easley, SC
Optima Ind., LLC	OPTI	Eastman, GA
Pilgrim Intl., Inc.	PGRM	Middlebury, IN
Pull-Do Trailers	PULD	Lone Oak, TX
Pullers Pride, Inc.	PULP	Also see Murphy's Welding, Petal, MS
R & D Fabrication	INTG	Also see Integrity Custom Trailers
Rhino Trailer Mfg.	RHNO	Manor, TX
R.T.R. Trailers, Inc.	RTRR	Farmingdale, NJ
Sopko Mfg., Inc.	SOPK	Lawrenceville, VA
Southern Missouri Trailer Sales	SMTS	West Plains, MO
Specialized Vehicles Corp.	SVCH	Washington, NC
Stewart Park Homes, Inc.	STPK	Thomasville, GA
Tanckon FRP, Inc.	TNKC	Quebec, Canada
Thor California, Inc.	THOC	Moreno Valley, CA

SECTION 3 -- NCIC 2000 CODE MANUAL UPDATES

Thule Trailers, Inc.	THUL	Winslow, ME
Titan Trailers, Inc.	TTIN	Ontario, Canada
Triple Crown Trailers, Inc.	TCRW	Ocala, FL
Universal Trailers, Inc.	UNVT	Riverside, CA
Vanguard National Trailer Corp.	VNTC	Indiana
V. E. Enterprises	VEEN	Springer, OK
Welchel Enterprises, LLC	WLCH	Oklahoma City, OK
WTM, Inc.	WTMM	Ogden, UT

Section 2.8 VMA AND BRA FIELD CODES FOR TRUCKS AND TRUCK PARTS

(Includes heavy-duty trucks, buses, motor homes, etc.)

Effective Date: Immediately

Make	Code	References
E-Bus	EBUS	Downey, CA
New Flyer	NFLY	
Smeal	SMEA	
Specialized Vehicles Corp.	SVCH	Washington, NC
TRANSTEQ (Transportation Techniques, LLC)	TRTQ	

Section 2.9 VMA AND BRA FIELD CODES ALPHABETICALLY BY CODE
Effective Date: Immediately

Code	Manufacturer
AMCM	Ameri-Camp
AMHL	American Hauler Ind.
AMLF	American Lifan Ind., Inc.
AOKT	A-OK Trailers
ARGG	Argo
ARNL	Arnold Mfg. Co.
ARTX	Artex Fabricators, Ltd.
AVNT	Avant
BEIL	Beiler Hydraulics, Inc.
BIGB	Big Bubba's
BLMT	Belmont Machine
BOER	Boerne Trailer Mfg. or Inter-National Crane & Trailer, Inc.
BRAY	Bray Trailers
BRGV	Bridgeville Trailers, Inc.
BRWD	Broward Trailer

SECTION 3 -- *NCIC 2000 CODE MANUAL* UPDATES

BULR	Bulk Resources, Inc., doing business as Bulk Mfg. Co.
BYSN	Byson Trailers
CHUC	Chuck Beck Motorsports
CLSS	Classic Mfg., Inc.
CMFB	Com-Fab, Inc.
CRFI	Craftsman Ind., Inc.
CSTM	Coastal Mfg. Co. or Coastal Building Systems
CTRC	Central Trailer Corp.
CTTM	Cleveland T-Trike Mfg., Inc.
CVCO	Cavco Ind.
DAZN	Dazon, Inc.
DESP	Dragon ESP, Ltd., or Environmental Service Products
DETT	Detroit Tool, Inc.
DMBT	DMB Trailers
DPWC	D & P Welding Co.
DROP	Dropbox, Inc.
DSPD	Desperado Motor Racing & Motorcycles, Inc.
DWTE	Down (2) Earth Trailers

SECTION 3 -- *NCIC 2000 CODE MANUAL* UPDATES

DXIE	Dixie Chopper
EBUS	E-Bus
ELKR	Elk River Corp.
ENMC	Encore Motorcycle Co., USA
EQPR	Equipment Pro or Milron Co., Inc.
ETXL	East Texas Longhorn Trailers, LLC
EZDU	EZ Dumper
FATC	Fat City Choppers
FRRS	Ferris Ind.
GLCG	Great Lakes Cargo, LLC
HETG	Heritage by Abel Corp. or Franklin Coach Co., Inc.
HIGC	High Country Trailer Sales & Mfg.
INFY	Infinity Trailer Sales
INTG	Integrity Custom Trailers or R & D Fabrication
KAZU	Kazuma (Stannic Mfg. Co., Ltd.)
KCCF	Killer Chopper Cycle Fabrication, LLC
KINL	Kinlon or Chongqing Kinlon Science & Tech. Grp.
KIOT	Kioti
KNBR	Ken-Bar

SECTION 3 -- *NCIC 2000 CODE MANUAL* UPDATES

KNLH	KNL Holdings, LLC
KRUZ	Kruz, Inc.
LDMX	Load Max Trailers, Ltd.
LENT	Lee Enterprises Mfg. Co., Inc.
LNDN	London Taxi
LNGH	Longhorn Trailers; Also see McKinley Enterprises
LONC	Lone Star Classics
MKEE	McKee Farm Technologies, Inc.
MRCT	M & R Enterprises, Inc., or Honeysuckle Enterprises, Inc.
MTTI	M.T. Trailers, Inc.
MWCH	Mid-West Choppers, Inc.
NEVI	Neville Welding, Inc.
NFLY	New Flyer
NHRZ	New Horizons or Horizons, Inc.
NULF	Nu-Life Environmental, Inc.
NVAE	Novae Corp.
OCCH	Orange County Choppers
OPTI	Optima Ind., LLC

SECTION 3 -- *NCIC 2000 CODE MANUAL* UPDATES

PGRM	Pilgrim Intl., Inc.
PNTA	Panterra
PRCW	Precision Cycle Works
PULD	Pull-Do Trailers
PULP	Pullers Pride, Inc., or Murphy's Welding
QINJ	Qianjiang Motorcycle Group Corp.
RHNO	Rhino Trailer Mfg.
RNSM	Ransome
RTRR	R.T.R. Trailers, Inc.
SKTM	Skyteam Corp., Ltd.
SKYJ	Skyjack
SMEA	Smeal
SMTS	Southern Missouri Trailer Sales
SOPK	Sopko Mfg., Inc.
STPK	Stewart Park Homes, Inc.
SVCH	Specialized Vehicles Corp.
SWIF	Swift Motorsports, Inc.
TAIZ	Taizhou Hisource Intl. Trade Co., Ltd.
TCRW	Triple Crown Trailers, Inc.

SECTION 3 -- *NCIC 2000 CODE MANUAL* UPDATES

THOC	Thor California, Inc.
THUL	Thule Trailers, Inc.
TNKC	Tanckon FRP, Inc.
TRTQ	TRANSTEQ (Transportation Techniques, LLC)
TTIN	Titan Trailers, Inc.
UNMO	United Motors
UNVT	Universal Trailers, Inc.
VEEN	V. E. Enterprises
VENG	Vengeance Motorcycle; Div. of Vengeance Performance Products, LLC
VNTC	Vanguard National Trailer Corp.
WLCH	Welchel Enterprises, LLC
WLKR	Walker
WTMM	WTM, Inc.
Code	Manufacturer
YAMT	Yamoto
ZONG	Zongshen Motorcycle Co., Ltd., or Cixi Zongshen Motorcycle Co., Ltd.

Section 4.4 VST CODES FOR CONSTRUCTION EQUIPMENT

Effective Date: Immediately

Style	Code	Comments
Construction Signal	CS	Directional signals (arrows), warning lights, and electronic message signs

Section 4.5 VST FIELD CODES FOR FARM AND GARDEN EQUIPMENT

Effective Date: Immediately

Style	Code	Comments
Stump Grinder	SG	Primarily used to remove remainder of trees

Section 4.8 VST CODES FOR TRAILERS

Effective Date: Immediately

Style	Code	Comments
Dump Trailer	DT	Trailer bed, tilts or raises to release contents

Section 4.10 VST FIELD CODES ALPHABETICALLY BY CODE

Effective Date: Immediately

Code	Style
CS	Construction Signal
DT	Dump Trailer
SG	Stump Grinder

OTHER TRANSACTION CODES

The following should be added to:

Section 1.2 REASON FOR PERSON RECORD REMOVAL (RPS) FIELD CODES

Code	Comment
	<u>Cancel Transactions</u>
FRAUD COMPLAINT	It was determined that the complaint issued in an identity theft investigation was fraudulent.
VICTIM WITHDREW	The victim of the identity theft case withdrew the complaint.